



Sunland-Tujunga Neighborhood Council

BUDGET & FINANCE COMMITTEE

7747 Foothill Blvd. Room 101, CA 91042 • 818-951-7411/ www.STNC.org

SPECIAL BUDGET & FINANCE COMMITTEE AGENDA

DATE: Monday, May 14, 2018

LOCATION: North Valley City Hall, 7747 Foothill Bl., Tujunga

TIME: 7:00 p.m.

1. CALL TO ORDER / INTRODUCTIONS / ASSIGN NOTE TAKER – Cindy Cleghorn
 2. DISCUSSION/ACTION: Approve Special Meeting Minutes for May 7, 2018
 3. DISCUSSION/ACTION: STNC board meeting actions and next steps for NPGs, Events, Invoices for payment, funding deadlines and carry over items to next FY
 4. DISCUSSION/ACTION: Review Draft STNC Strategic Plan, Outreach Plan if ready and circulate to STNC committees
 5. PUBLIC COMMENTS non agenda items
 6. DISCUSSION/ACTION: Update regarding missing invoices, receipts, Board Approval Certification (BAC) forms and portal as these are holding up payments.
 7. DISCUSSION/UPDATE/ACTION: Regarding STNC Clean Streets Challenge for \$1,000 and \$750; discuss what to do about monies already paid to Champion for Welcome Garden rocks.
 8. DISCUSSION/ACTION: Regarding invoices, future contracts, possible new standing rules for the Budget & Finance Committee and STNC board:
 - A. Bridgegap - for Minutes and Financial Accounting
 - Hours worked during STNC meetings and/or from audio recording;
 - who provides audio recording;
 - Are minutes approved and posted to STNC website
 - Approved City vendor
 - B. Webcorner invoices for STNC.org website
 - Discussion/Clarification regarding content updates to the site
 - Who updates the site
 - Approved City vendor
 - C. OTHER POSSIBLE CONTRACTS
 9. DISCUSSION/ACTION: Update current FY STNC Budget and draft next FY STNC Budget
 10. DISCUSSION/ACTION to set a regular monthly meeting date, time and meeting location for the Budget & Finance Committee, setting goals and communications.
 11. Announcements from the Committee on subject matters within STNC's jurisdiction.
- ADJOURN by 8:00 p.m.

Submit all future funding requests to stnc.treasurer@gmail.com and copy secretary@stnc.org

Link to funding requests, minutes, agendas and summaries in folders in Google Drive link: https://drive.google.com/open?id=1N5jP6gLXyjA_YEMq_Q13mIbWzO18cDC

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

PUBLIC POSTING OF AGENDAS - STNC agendas are posted for public review as follows:

- At Sunland Tujunga Neighborhood Council Office, 7747 Foothill Blvd., Tujunga
- At www.stnc.org
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at

<https://www.lacity.org/your-government/government-information/subscribe-other-meetings-agendas-and-documents/neighborhood>

THE AMERICAN WITH DISABILITIES ACT - As a covered entity under Title II of the Americans with disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting Board Secretary, at (818) 951-7411 or email via secretary@stnc.org.

PUBLIC ACCESS OF RECORDS – In compliance with Government Code section 54957.5, nonexempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: STNC.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Board Secretary, at (818) 951-7411 or email via secretary@stnc.org

RECONSIDERATION AND GRIEVANCE PROCESS – For information on the STNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the STNC Bylaws. The Bylaws are available on the STNC.org website or at <https://empowerla.org/stnc/>

SERVICIOS DE TRADUCCION – Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte,

Presidente de la Board Secretary, at (818) 951-7411 or email via secretary@stnc.org
para avisar al Concejo Vecinal."

Agenda Posted 5-10-18; Remove after 5-14-18